

REPORTS INVENTORY						CONTROL NO. feeder report for DDS/OL/BFB-1	
PREPARE IN DUPLICATE							
1. TITLE OF REPORT (if a fill-in report include Form No.) Program Call						2. TYPE OF REPORT	<input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING
3. FUNCTIONAL AREA	PERSONNEL		TRAINING		<input checked="" type="checkbox"/>	ADMIN. GENERAL OTHER (specify)	
	LOGISTICS		SECURITY				
	MEDICAL		<input checked="" type="checkbox"/> FINANCE				
4. NO. OF COPIES PREPARED 5	5. FREQUENCY (weekly, monthly, quarterly, etc.) Annually				6. DISTRIBUTION (No. of components not number of copies) 3		
7. FORMAT (memorandum, form computer print-out, etc) Memo plus forms		8. ADP PROCESSING			9. DIRECTIVE AUTHORITY REQUIRING REPORT		
		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YES GIVE ADP PROCESSING NO.			OPPB Annual Program Call and LN 30-17		
10. PREPARING COMPONENT (include lowest level contributing information to report) BPS				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) --			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	=	COST PER YEAR
1 @ 17/5	\$16.74	16	=	\$267.84	1	=	\$267.84
3 @ 14/7	11.33	20	=	226.60	1	=	226.60
3 @ 13/7	9.67	6	=	58.02	1	=	58.02
1 @ 6/4	3.86	3	=	11.58	1	=	11.58
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						\$564.04	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
<p>A reporting and accounting mechanism similar to this system of Program Calls is essential to the establishment of priorities and the adherence to the directives received from BOB and Congress. (As a reporting system, however, it should be justified by OPPB for the entire Agency.)</p>							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
<input checked="" type="checkbox"/> RETAIN AS IS	<input type="checkbox"/> OTHER (explain)					MAN-HOURS	DOLLARS
<input type="checkbox"/> CHANGE							
<input type="checkbox"/> DISCONTINUE							STAT
16. DATE OF INVENTORY 21 September 1970		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION G/BPS					18. EXTENSION <div style="border: 1px solid black; width: 50px; height: 20px;"></div>